

## SUPERIOR COURT OF CALIFORNIA COUNTY OF IMPERIAL APPLICATION FOR EMPLOYMENT

DATE RECEIVED:

939 W. Main Street, El Centro, CA 92243 Phone number (760) 482-4739 Fax number (760) 482-4530 Website: http://www.imperial.courts.ca.gov

## **EEO/ADA COMPLIANT**

INSTRUCTIONS TO APPLICANTS: All pages of this application must be completed to be considered for court employment. Please type or print clearly in black or blue ink. This application is part of the examination process. Before completing this form, please read the minimum qualifications for the job in which you are interested. Your application will not be considered for this position unless you meet these qualifications. It is the applicant's responsibility to insure that the application is on file with the Superior Court no later than 5:00 p.m. of the final filing date. Late applications will be rejected. Resumes may be added

to th	nis application, but cann	ot be substit	uted for a completed	Superior C	ourt Appli	cation fo	r Employment.			
LIST POSITION TITLE APPLYING FOR BELOW:				SOCIAL SECURITY NUMBER						
LAST	Γ NAME	FIRST NAME MIDDLE NAME		AME	LIST ANY PREVIOUS NAMES					
MAIL	ING ADDRESS: NUMBER, S	STREET AND A	PT. OR P.O. BOX	(	CITY, STATE	AND ZIP	CODE			
HOME TELEPHONE NUMBER WORK TELI			EPHONE NUMBER Driver's License Number: Expiration Date:			ber:	Class: Stat		ate:	
LIS1 Spea	LANGUAGES OTHER T	HAN ENGLIS	SH IN WHICH YOU AR Read:			Write	:			
EDU	ICATION: Applicants may be	e required to fur	rnish proof of academic tra	aining by tran	script or dipl	oma				
	THIGH SCHOOL ATTENDER	•	•	ou graduate?			t, do you have a GED (	Certificate? Y	′es □	No □
EDUCATIONAL INSTITUTIONS ATTENDED (Colleges, Technical Schools, etc.)			COURSE OF STUDY/MAJOR		UNITS COMPLETED Semester Unit		CONFERRED DEGREE (if any)	From Mo/Yr		To Mo/Yr
					Comester	O I II C				
PRO	DESSIONAL CREDEN	TIALS (LIC	ENSES, CERTIFICA	TES. REG	ISTRATIO	NS)			ı	
PROFESSIONAL CREDENTIALS (LICENSES, CERTIFICATES, REGISTRATIONS)  NAME OR DESCRIPTION ISSUING AGENCY OR BOARD ISSUING DATE EXPIRAT										
	NAME OR DESCRIPT	ION	ISSUING A	GENCY OF	BOARD		ISSUING DATE	EXPIRAT	'ION D	ATE
	NAME OR DESCRIPT	ION	ISSUING A	GENCY OF	BOARD		ISSUING DATE	EXPIRAT	ION D	ATE
	NAME OR DESCRIPT	TION	ISSUING A	GENCY OR	BOARD		ISSUING DATE	EXPIRAT	ION D	ATE
							ISSUING DATE	EXPIRAT		
	CELLANEOUS INFORMATIO	N: Read Care	fully. Answer by checki	ng Yes or No	<b>)</b> .				YES	NO
MISC		ON: Read Care  th to work in to  will be required to	fully. Answer by checki	ng Yes or No	o. J.S. citizens		authorized to work in	the United		
	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convide	ON: Read Care th to work in t will be required t	fully. Answer by checking the United States? (Court to complete an I-9 form and I/9, or pled no contest to a	ng Yes or No t hires only l d provide doc	o.  J.S. citizens umentation e	stablishing ny court,	authorized to work in identity and employments	the United nt eligibility		
1.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convidence in #6 section the date and	ON: Read Care th to work in t will be required t cted, pled guilty the place of each	fully. Answer by checking the United States? (Cour o complete an I-9 form and the offense, the specific charge	ng Yes or No t hires only U d provide doca any criminal of the date and	J.S. citizens umentation e	stablishing ny court, ction, or pl	a authorized to work in identity and employments ince the age of 18? If the age and the fine or sentence.	the United nt eligibility fyes, please ce received.		
1.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convident in #6 section the date and You may omit any offense for very punishment imposed was fine in	on: Read Care that to work in the vill be required to teed, pled guilty the place of each which the only pure the excess of \$50.00	fully. Answer by checki he United States? (Cour o complete an I-9 form and y, or pled no contest to a h offense, the specific charge nishment imposed was a fine 0 or which required serving a	ng Yes or Not thires only to deprovide documents of the date and of less than \$2 a jail or prison	J.S. citizens umentation e  offense by a place of convi 50.00. Any off sentence, or v	ny court, ction, or pl ense for wh	s authorized to work in identity and employments ince the age of 18? If ea, and the fine or sententick you were convicted for red probation, MUST be a	the United nt eligibility f yes, please ce received. or which the		
1.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convict note in #6 section the date and You may omit any offense for veriminal record is not necessarial.	on: Read Cares that to work in to will be required to eted, pled guilty the place of each which the only pun n excess of \$50.00 ly a bar to employ	fully. Answer by checking the United States? (Course complete an I-9 form and I-9 form to complete an I-9 form and I-9 form the specific charge in the I-9 for which required serving a syment. Each case is given in I-9 for which required serving a syment. Each case is given in I-9 for which required serving a syment.	ng Yes or Not thires only be deprovide documentation of the date and of less than \$. a jail or prison dividual consideration of the data of the data and the data	J.S. citizens umentation e.  offense by a place of convi 50.00. Any off sentence, or v eration, based	ny court, ction, or pl ense for wh which requi on the job.	s authorized to work in a identity and employment in the since the age of 18? In the same of the same inch you were convicted for the probation, MUST be a same inches authorized from the same inches authorized to work in a description of the same inches authorized to work in a description o	the United nt eligibility  fyes, please ce received. or which the reported. (A		
2.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convident in #6 section the date and You may omit any offense for very punishment imposed was fine in	on: Read Care that to work in the will be required to teed, pled guilty the place of each which the only pure the excess of \$50.00 thy a bar to employ arged, rejected	fully. Answer by checki he United States? (Cour to complete an I-9 form and y, or pled no contest to a h offense, the specific charge nishment imposed was a fine 0 or which required serving a ment. Each case is given ind during probation, or res	ng Yes or Not thires only to deprovide documents of the date and of less than \$ a jail or prison dividual considerations of the date and the date an	J.S. citizens umentation e.  offense by a place of convi 50.00. Any off sentence, or v eration, based	ny court, ction, or pl ense for wh which requi on the job.	s authorized to work in a identity and employment in the since the age of 18? In the same of the same inch you were convicted for the probation, MUST be a same inches authorized from the same inches authorized to work in a description of the same inches authorized to work in a description o	the United nt eligibility  fyes, please ce received. or which the reported. (A		
2.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convident in #6 section the date and You may omit any offense for veriminal record is not necessarial.	the place of each which the only pure excess of \$50.00 by a bar to employ arged, rejected past ten years?	fully. Answer by checking the United States? (Cour to complete an I-9 form and the offense, the specific charge mishment imposed was a fine to or which required serving a tyment. Each case is given incompleted to the open the course of the	ng Yes or Not hires only to provide docamp criminal of the date and of less than \$. a jail or prison dividual considerations.	D.  J.S. citizens umentation expense by a place of convistance, or veration, based pressure or	ny court, ction, or pl ense for wh which requi on the job.,	s authorized to work in a identity and employment is since the age of 18? If the age and the fine or sententich you were convicted for the probation, MUST be to be circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		
<ol> <li>2.</li> <li>3.</li> </ol>	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convidente in #6 section the date and You may omit any offense for variable punishment imposed was fine in criminal record is not necessarial.  Have you ever been discharge or employment within the	on: Read Care that to work in the will be required to the place of each which the only pure the excess of \$50.00 ily a bar to employ arged, rejected past ten years?	fully. Answer by checki he United States? (Cour o complete an I-9 form and y, or pled no contest to a h offense, the specific charge nishment imposed was a fine 0 or which required serving a yment. Each case is given inc during probation, or res of fso, explain in section erial County Superior Co	ng Yes or Not thires only to deprovide document of the date and of less than \$1 a jail or prison dividual considigued under 7.	J.S. citizens umentation e offense by a place of convi 50.00. Any off sentence, or v eration, based pressure or	ny court, ction, or pl fense for wh which requi on the job., unfavora	s authorized to work in identity and employment identity and employment identity and the fine or sententic ich you were convicted for red probation, MUST be in the circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		
<ol> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convidente in #6 section the date and You may omit any offense for variable punishment imposed was fine in criminal record is not necessare. Have you ever been disched or employment within the lawe you ever been emplo Do you have relatives emp	on: Read Care that to work in the vill be required to the place of each which the only pure in excess of \$50.00 arged, rejected past ten years? The place of the	fully. Answer by checking the United States? (Court of complete an I-9 form and I-9 for which required serving to the I-9 for the I-9 form and I-9 form I-9 form I-9 for I-9 form I-9 form I-9 for I-	ng Yes or Not thires only to deprovide document of the date and of less than \$1 a jail or prison dividual considigued under 7.	J.S. citizens umentation e offense by a place of convi 50.00. Any off sentence, or v eration, based pressure or	ny court, ction, or pl fense for wh which requi on the job., unfavora	s authorized to work in identity and employment identity and employment identity and the fine or sententic ich you were convicted for red probation, MUST be in the circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		
1. 2. 3. 4. 5.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convice note in #6 section the date and You may omit any offense for a punishment imposed was fine in criminal record is not necessare. Have you ever been discharge employment within the lave you ever been emplo	on: Read Care that to work in the vill be required to the place of each which the only pure in excess of \$50.00 arged, rejected past ten years? The place of the	fully. Answer by checking the United States? (Court of complete an I-9 form and I-9 for which required serving to the I-9 for the I-9 form and I-9 form I-9 form I-9 for I-9 form I-9 form I-9 for I-	ng Yes or Not thires only to deprovide document of the date and of less than \$1 a jail or prison dividual considigued under 7.	J.S. citizens umentation e offense by a place of convi 50.00. Any off sentence, or v eration, based pressure or	ny court, ction, or pl fense for wh which requi on the job., unfavora	s authorized to work in identity and employment identity and employment identity and the fine or sententic ich you were convicted for red probation, MUST be in the circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		
1. 2. 3. 4. 5. 6.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convidente in #6 section the date and You may omit any offense for variable punishment imposed was fine in criminal record is not necessare. Have you ever been disched or employment within the lawe you ever been emplo Do you have relatives emp	on: Read Care that to work in the vill be required to the place of each which the only pure in excess of \$50.00 arged, rejected past ten years? The place of the	fully. Answer by checking the United States? (Court of complete an I-9 form and I-9 for which required serving to the I-9 for the I-9 form and I-9 form I-9 form I-9 for I-9 form I-9 form I-9 for I-	ng Yes or Not thires only to deprovide document of the date and of less than \$1 a jail or prison dividual considigued under 7.	J.S. citizens umentation e offense by a place of convi 50.00. Any off sentence, or v eration, based pressure or	ny court, ction, or pl fense for wh which requi on the job., unfavora	s authorized to work in identity and employment identity and employment identity and the fine or sententic ich you were convicted for red probation, MUST be in the circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		
1. 2. 3. 4. 5.	Do you have the legal rig States. All new employees within three (3) days of hire.) Have you ever been convidente in #6 section the date and You may omit any offense for variable punishment imposed was fine in criminal record is not necessare. Have you ever been disched or employment within the lawe you ever been emplo Do you have relatives emp	on: Read Care that to work in the vill be required to the place of each which the only pure in excess of \$50.00 arged, rejected past ten years? The place of the	fully. Answer by checking the United States? (Court of complete an I-9 form and I-9 for which required serving to the I-9 for the I-9 form and I-9 form I-9 form I-9 for I-9 form I-9 form I-9 for I-	ng Yes or Not thires only to deprovide document of the date and of less than \$1 a jail or prison dividual considigued under 7.	J.S. citizens umentation e offense by a place of convi 50.00. Any off sentence, or v eration, based pressure or	ny court, ction, or pl fense for wh which requi on the job., unfavora	s authorized to work in identity and employment identity and employment identity and the fine or sententic ich you were convicted for red probation, MUST be in the circumstances fro	the United nt eligibility  f yes, please ce received. or which the reported. (A		

any other experier requested informa	nce that you feel is tion fully. PLEAS	relevant to the position for which you are E USE ADDITIONAL WORK EXPERIENCE	applying E ADDE FILLI	g (e.g. volunteer ex ENDUM FORM OR NG OUT THIS	most recent position. In addition, please indicate perience, military experience, etc). Complete all YOU MAY ATTACH ADDITIONAL SHEETS IF SECTION COMPLETELY, BUT MAY BE				
From (Mo/Yr)	Present or Most Recent Employer Name:			Your Job Title:					
To (Mo/Yr)	Employer Address:			Your Supervisor's Name and Title:					
Rat of Pay: Hr: Mo:	Regular Hours Per Week: Reason for Leaving:		Phone Number: May we contact this employer? Yes □ No □ ( )						
Duties:				•					
			1						
From (Mo/Yr)	rom (Mo/Yr) Employer Name:		Your	Job Title:					
To (Mo/Yr)	Employer Address:		Your Supervisor's Name and Title:						
Rate Of Pay: Hr: Mo:	Regular Hours Per Week:	Reason for Leaving:	Phon (	e Number: )	May we contact this employer? Yes □ No □				
Duties:									
	<u> </u>		1						
From (Mo/Yr)	Employer Name	<del>)</del> :	Y	our Job Title:					
To (Mo/Yr)	Employer Addre	ess:	Y	our Supervisor's N	Name and Title:				
Rate Of Pay: Hr: Mo:			PI (	Phone Number: May we contact this employer? Yes  No  No  No  No  No  No  No  No  No  No					
Duties:			ı						
From (Mo/Yr) Employer Name:			Your Job Title:						
To (Mo/Yr)	Employer Address:			Your Supervisor's Name and Title:					
Rate Of Pay: Hr: Mo:			PI (	Phone Number: May we contact this employer? Yes □ No □ ( )					
Duties:			1						

## CERTIFICATE OF APPLICANT AND CONSENT TO RELEASE OF INFORMATION

**Equal Opportunity:** The Imperial County Superior Court is an equal employment opportunity employer, observing Federal, State and Local laws regarding discrimination on the basis of non-merit factors including sex, age, marital status, race, color, ancestry, national origin, medical condition, handicap, and sexual preference.

I hereby certify that all statements made on or in connection with this application are true and complete to the best of my knowledge, and I understand and agree that any false, incomplete or incorrect statements may result in my disqualification from the examination process or dismissal from employment with the Imperial County Superior Court if I am employed. I authorize Imperial County Superior Court to investigate my references, work record, education or any other matters relating to my suitability for employment.

I further give the Imperial County Superior Court the right to secure additional information from any source as necessary including, but not limited to, a criminal history record check. I release any and all sources of information from any liability from providing this information. I understand that if I am employed, I will be required to abide by all rules, regulations, and policies of the Imperial County Superior Court. I declare, under penalty of perjury, that all information is correct.

Signature:						
		RECRUITMENT QU	JEST	TIONN	NAIRE	
remov	ed fro	ts are asked to voluntarily provide the magnetic transfer to review and strictly confidential.		_		
Please	indicate	e below how you became aware of this job opp	ortuni	ty. Chec	k all that apply.	
WORD OF MOUTH			OTHER			
	Curren	t Employee		Bulleti	n at other Court or Agency	
	Relativ	ve or Friend		State E	Employment Office	
	Other:			Web S	ite	
			Other (specify):			
ADVE	ERTISE	MENT				
	Newsp	aper				
	Job Fair					
	Trade or professional journal					
	Community organization					
Choose	e the fol	lowing categories with which you most closel	y ident	tify.		
GENDER			ETHNIC GROUP			
□ Ma	le	☐ Female	□ W □ Bl □ As	lack	<ul> <li>□ Pacific Islander</li> <li>□ American Indian/Eskimo</li> <li>□ Filipino</li> <li>□ Other:</li> </ul>	
AGE (	GROUI					
☐ Und☐ 21-☐ 30-	29	☐ 40-49 ☐ 50-59 ☐ 60 or over				